

Commonwealth of Virginia

PRIVATE SECURITY SERVICES ADVISORY BOARD

December 11, 2006
Quarterly Meeting Minutes

Department of Health Professions
6603 West Broad Street
Board Room 1
Richmond, Virginia 23230-1712

Call to Order

Kevin Hodges, Chairman, called the meeting to order at approximately 10:02am.

Attendees

Kevin Hodges, Chairman, Dennis VanDuzee, Vice-Chairman, Christopher DiMartino, Secretary, William Stollhans, Brent Fortner, Thomas Turner, Chris Stuart, Rafe Wilkinson and Kenneth Davis (late arrival)

Absent

Harry Merchant, Connie Higginbotham, Deputy Chief James Cervera, and Charles Tobin

Approval of Agenda

Chris DiMartino moved to approve the agenda as presented. Dennis VanDuzee seconded the motion. Motion carried.

Approval of Minutes

William Stollhans made a motion to approve the minutes for the October 3, 2006, PSSAB meeting. Chris DiMartino seconded the motion and the motion carried.

DCJS Report

Lisa McGee recognized Lisa Hahn and all of her work and efforts during the time she served DCJS.

The Section Chief position was posted and closed on December 1, 2006.

The reengineering of the software system is underway and the data conversion will begin in January 2007.

Seasons Greetings were sent from the Division Director and Agency Director of DCJS.

Lisa McGee reminded all new Board members to pick up their PSSAB orientation manual. The manual has a wealth of information pertaining to serving on the PSSAB and she stated if there are any questions to contact Kathy Truesdale or herself.

DCJS Unit Reports

Kim Buckner, Training Manager was unable to attend the meeting today due to prior training commitments.

Lisa McGee, Interim Section Chief and Regulatory Manager, gave a regulations update. She stated the Virginia Registrar published the Proposed Regulations Relating to Property and Surety Bail Bondsmen on November 13, 2006. A notice of regulatory action was sent to the Bail Bonding industry and other interested parties advising of a 60-day public comment period from November 13, 2006 until January 12, 2007.

The proposed regulatory package for Bail Enforcement Agents is currently with the Governor's office for approval. We are working with Felix from the Governor's office

going over some reservations brought forward by DPB and the Secretary's office. We are planning on bring the issues before the Committee on Training at the next CJSB meeting on December 14, 2006.

Five industry regulatory workgroups have been established to to address the issues and recommendations received during the public comment period of the NOIRA for the Proposed Regulations relating to Private Security Services.

The first workshop on Training was held on December 6, 2006, and was very productive. The partnership workshop was held on December 8, 2006. During that workshop they worked on setting the guidelines for becoming a PSS partner. We will be holding the application processing/fees workshop on December 18, 2006. The final workshops for criminal history guidelines/FP archiving and Private Security Services Conference planning will be held after the new year. Once the workshops are complete, the draft regulations will be submitted to the industry for a 45-day comment period.

Lisa McGee also thanked Virginia State Police for allowing Private Security to use their facilities for our committee meetings.

Lisa also stated there is a bill coming forward to “clean up” some of the language in the Code to make it more specific to the current industry.

Kim Freiburger, Licensing Manager, reviewed the year in the licensing unit. She stated as of December 8, 2006, there have been approximately 26,700 application received by Private Security. Of those, 2,983 applications were received online.

Kim also addressed the issue of beginning to use postcards as a form of renewal notification.

Robbie Robertson, Administration Manager, reflected on the 2006 Private Security Services Conference that was held in Virginia Beach, Virginia in October. Robbie stated the attendance for the 2006 conference was 210 attendees, which was down by eight attendees from 2005. He told the Board that a conference survey would be going out before the Conference committee meets. He asked if any members had suggestions for future conferences, to please send that information to him. The 2007 Private Security Services Annual Conference will be held in Virginia Beach, VA at the Hilton with a room rate of \$71.06 per room.

Robbie detailed recent staff changes in the Administration unit. Linda Strohecker has moved back to Customer Service from Photo ID.

Robbie explained a new laminating process needed for the photo IDs. Starting in January 2007 all photo IDs will have a clear laminate covering the front and back of the card. Several Board members inquired about the possibility and cost of buying a new printer that would also laminate the IDs and what is Private Security’s long-term goal on

acquiring such machinery. Robbie stated presently the increase in cost is only one cent more per card.

Burt Walker, Compliance and Enforcement Manager, reviewed the 2006 caseload. He stated that in 2006 there were five formal hearings, forty two Informal Fact Finding conferences, thirty two field audits, one session audit, three school audits, and three hundred forty two self audits completed. Rafe Wilkinson asked how the Department finds out about compliance issues. Mr. Walker stated most complaints come from competing companies or disgruntled employees.

In closing of the DCJS Report Lisa McGee reinforced the need for industry help and support with the proposed regulations, Code changes and the process included to make these changes.

New Business

Thomas Turner reported on the Regional Preparedness Committee of the Commonwealth Preparedness Committee. He stated all agencies from the safety and health industry attended the meeting. He went on to say that one of the main messages of the meeting is that the private section is very much a part of public safety.

Chairman Hodges asked Brent Fortner to recap the Central Virginia Law Enforcement and Private Security Partnership Seminar meeting that was held on November 30, 2006. Mr. Fortner stated the meeting was held at Henrico Police Chief Henry Stanley's office and that approximately seventeen area police chiefs were in attendance. He said the focus of the meeting was continuing the process of developing a relationship between law enforcement and private security.

Board Comments

Thomas Turner inquired about PSSAB involvement in hiring a new Section Chief. Lisa stated the Division and Agency Directors typically handle that employment process.

William Stollhans inquired about the number of Private Security Staff. Lisa McGee stated there are currently 25 full and part time employees in Private Security.

Chris Stuart asked if violations are going to be posted on the PSS website any time soon. Burt Walker stated that is something PSS is looking into beginning in 2007. Brent Fortner expressed his concerns with posting violators and their violations. He stated that doing so could adversely affect businesses that have received only minor infractions. He also suggested applauding those who are doing a good job in the industry. Rafe Wilkinson asked for clarification on the process of stopping a violating business from continuing doing business. He also requested Mr. Walker presence at the upcoming Fees and Applications Committee meeting. Mr. Walker stated he was available to attend that meeting.

Chairman Hodges informed the Board members that the deadline for the proposed regulations has been pushed back to after the first of the year.

Rafe Wilkinson pushed for members of the industry to participate in the committees. With that, Lisa McGee stated the individuals that have volunteered to participate make up a very diverse group.

Thomas Turner gave a brief overview of the new Campus Security program that will take effect in July 2007.

Mr. Turner also shared information about a planning meeting he attended on the Pandemic Flu. He urged all members to be aware that if the Pandemic Flu occurs it could take 30-40% of the workforce out of work.

Chairman Hodges recognized Lisa Hahn, former Private Security Services Section Chief. He stated he wanted to take the opportunity to publicly thank her for her dedication and a job well done.

Public Comments

Mary Kay Wakefield offered help with the “clean up” of the upcoming bill. She also voiced her support of Brent Fortner’s concern over posting companies that are out of compliance.

Jim Lupacchino stated he has always found the Compliance and Enforcement unit to be fair and very helpful. He also offered to serve on a committee.

Burt Walker asked for Board members to submit any ideas for reporting non-compliance issues to the industry.

Rafe Wilkinson stated we are in need of “teeth” in the regulations and said he was opposed to any and all disclosure of non-compliant businesses.

Thomas Turner agreed with Brent Fortner and Rafe Wilkinson, and state that disclosing those not in compliance could be used as a competitive advantage.

Kevin Hodges asked that all ideas be sent to Burt Walker for review at the March 2007 PSSAB meeting.

Announcements

Chairman Hodges stated that the meeting dates for 2007 will be set and posted on the DCJS website.

Adjournment

Chris DiMartino made a motion to adjourn the meeting. William Stollhans seconded the motion. The motion carried and the meeting was adjourned at 11:22 am.

Public Attendees

Jennie McLamb

Mary Kay Wakefield

James H. Rowe

Jim Lupacchino